

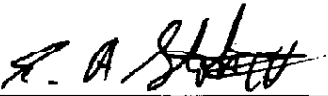
**MEMORANDUM OF AGREEMENT
BETWEEN**

DEFENSE COMMISSARY AGENCY (DeCA), VIRGINIA BEACH, VIRGINIA

And


**PATRICK AIR FORCE BASE
QUALIFIED RECYCLING PROGRAM (QRP)**

May 2000



E. ALEXANDER STOKES III
15 May 2000

Date



JIMAYE H. SONES, COMPTROLLER
5-24-00

Date

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ENVIRONMENTAL FLIGHT
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COMMAND/ACTIVITY POINTS OF CONTACT:
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DEFENSE COMMISSARY AGENCY, PATRICK AFB, FL

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ENVIRONMENTAL FLIGHT, PATRICK AFB, FL

Name/Title: E. ALEXANDER STOKES III, Chief, Environmental Flight
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Name/Title: R. MICHAEL WILLARD, Chief, Compliance Flight
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Name/Title: WAYNE H. NEVILLE, Recycling Program Manager
Telephone: 321-494-9268

INTRODUCTION:

The parties to this agreement are the Defense Commissary Agency, Eastern Region, with Commissary located at Patrick AFB, Florida and the Patrick Air Force Base Qualified Recycling Program (QRP)

This service agreement is based on Presidential Executive Order (EO) 13101, Department of the Air Force policies regarding recycling as identified in AFI 32-7080 and Qualified Recycling Program (QRP) Development Guide, as well as Federal and State regulations. This agreement delineates the recycling responsibilities of both parties and identifies recycling support services to be provided by the Patrick AFB Recycling Program which is a Department of the Air Force Qualified Recycling Program.

It is recognized by both parties that each activity is responsible for ensuring that adequate recycling services are provided to meet the needs of the activity. Both parties also recognize that they are responsible for ensuring all personnel carry out their responsibilities for effecting proper recycling management within the framework of all applicable federal, state, and local law, executive orders,

Department of the Air Force policies, and local procedures. The purpose of this agreement is to establish the scope of services to be provided and to develop respective responsibilities.

The Defense Commissary Agency (DeCA) desires to take part in the Patrick AFB Recycling Program to maintain compliance with the aforementioned policies. In addition, DeCA desires to take full advantage of the Air Force's ability to conduct direct sales of recyclables, and to receive the proceeds from recyclable materials via direct sales.

AGREEMENT

We hereby agree that the responsibilities for recycling program management services are as follows:

1.0 PATRICK AFB, QUALIFIED RECYCLING PROGRAM (QRP):

- a. The 45 CES/CEV shall arrange for the proper disposition of DeCA generated cardboard via direct sales.
- b. The 45 CES/CEV shall forward **60%** of the proceeds generated from DeCA cardboard sales via DD 1131, cash collection voucher, to DFAS to the account 97X8164 6400 46073 33181 LPAE07 C00000 2000CBC914LPAE.
- c. The 45 CES/CEV shall provide copies of documentation from the sale of cardboard, including weights, to the DeCA Recycling Manager.
- d. The 45 CES/CEV shall develop a military and civilian staffing plan to accomplish the assigned duties as outlined in this agreement.
- e. *The 45 CES/CEV shall establish QRP collection points and schedules with DeCA buildings.*
- f. The 45 CES/CEV shall develop a tracking system for monitoring recyclable materials and maintain copies of all shipping receipts.
- g. The 45 CES/CEV shall provide annual material recycling quantities and sales receipts to the Assistant Chief of Staff for Installations & Environment, for inclusion in the Solid Waste Annual Report submitted to the Patrick AFB Facilities Engineering Service Center.
- h. The 45 CES/CEV shall conduct training for DeCA's Recycling Building Managers.

1.1 DEFENSE COMMISSARY AGENCY at Patrick AFB (DeCA):

- a. DeCA shall bale all cardboard and place in storage container provided by the 45 CES/CEV.
- b. The commissary will load the vendor's truck.
- c. DeCA shall notify the Materials Recycling Facility (MRF) at 494-6848 directly when a pick-up is required. The MRF will ensure the contractor vehicle has been weighed before and after pick up of cardboard. Any problems with the cardboard recycling will be addressed to the Recycling Program Manager at 494-9268.

- d. DeCA shall assign in writing a Command/Activity Recycling Manager, with a copy to be sent to the 45 CES/CEV within thirty days of this agreement for the establishment of communications.
- e. DeCA shall ensure all recycling containers and surrounding areas are maintained in a clean, sanitary manner to avoid attraction of rodents and pests.
- f. DeCA shall allow the placement of containers for other recyclables (paper, aluminum, etc.) in Commissary office spaces and common areas such as lunch/break rooms for collection by the QRP. 100% of the proceeds from sales of these items shall be recovered by the QRP.
- g. DeCA shall publicize the QRP by use of posters, bulletin boards, staff meetings, and signs placed at strategically selected locations.

2.0 DURATION AND TERMINATION

This agreement is effective upon the date of the last signature until 30 September 2001 when it will be added to the 45th Space Wing/DeCA support agreement. Implementation of this agreement will commence as soon as practicable and with mutual consent of both parties. Either party may terminate the agreement by providing a thirty (30) day written notice of intent.